

SSA 64-0965

~~SECRET~~

VA

9 June 1964

TO: Col. White

1. You asked that I provide you with a list of administrative requirements placed on Field Stations. The attached list (3 copies) was made up for inclusion in the Handbook for Small Stations which requested us to develop.

25X1

2. Although the list looks long, there aren't too many reports required on a regular basis--most of the items on the list apply only if something happens which requires the submission to Headquarters.

25X1

SSA-DD/S

Attachments

25 YEAR RE-REVIEW

~~SECRET~~

~~GROUP 1
Excluded from automatic
downgrading and
declassification~~